



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Bill Pease • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Robert Leete • Director – Bill Mayer

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday August 5, 2020
REGULAR MEETING 7:00 P.M.**

**NOTICE
Coronavirus COVID-19**

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically.

TO ATTEND BY TELECONFERENCE:
Toll-Free Dial-In Number: (877)778-1806
CONFERENCE CODE **891949**

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.- By Director Pease
2. Pledge of Allegiance- Led by Director Robert Leete.
3. Roll Call- All Present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

Public Comment Regarding:

- How long can a trailer be parked on the street? Also discussed which intersection has a lot of speeding.
- Landscaping concern.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of July 15, 2020 Regular Board of Director's meeting.
2. Approve DRAFT minutes of July 23, 2020 Special Board of Director's meeting.
3. Approve Register of District Invoices.

Motion made by Director Kevin Graves to approve items on the Consent Calendar as presented.
Second by Director Leete.

D. AREA AGENCIES REPORTS / PRESENTATION

1. Supervisor Diane Burgis, District III Report.
Deputy Chief of Staff for Diane Burgis, Lea Castleberry provided a reminder regarding the completion of the census. Calls to the community who have not completed the census will be done August 11-September 30, 2020. Update provided regarding road work and public advised to expect delays. Discussed plans to begin the Byron Highway Bridge Replacement Project to replace the current 360 foot bridge presently there. Upgrade to the county-wide Guard Rail Project on Vasco Road and Marsh Creek Road has begun. There is a recruitment for a Contra Costa County Representative to the Citizens Advisory Committee. Lea Castleberry also discussed \$23m

budget cut due to global factors beyond our control. This will be coming back on August 11, 2020 to the County Board to discuss changes to accommodate cuts and on September 15, 2020 to adopt said changes. Lea Castleberry also provided an update on Contra Costa County Covid-19 numbers.

2. Sheriff's Office Report.

Lieutenant Mark Johnson provided update on how many calls, reports, and arrests took place in the Town for the month of July 2020. License plate readers are currently operating.

3. CHP Report.

Officer Donnie Thomas gave the Board an update of arrests and citations issued in June in Town of Discovery Bay. Officer Thomas also took the time to answer question from earlier in the meeting presented by public: how long can a trailer be parked on the street? Vehicles i.e. trailers can be parked for 72 hours. They must be moved after 72 hours, even if it is just a few inches or it will be towed.

4. East Contra Costa Fire Protection District Report.

None.

E. LIAISON REPORTS

F. PRESENTATIONS

G. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action Authorizing Increase in the Denitrification and Wastewater Treatment Plant No. 1 Refurb Capital Project Budget in the Amount of \$850,000 to Install New Rotors at All Three Oxidation Ditches as Part of the Project.

District Water Engineer Gregory Harris discussed two options to resolve the oxygen deficit at Plant No.1. Both alternatives have been previously discussed with the Board. Mr. Harris explained the financial impact of both alternatives. Alternative one will add diffusers and aeration blowers to each oxidation ditch and keep the current rotors. This option has a \$640,000.00 deficit. Alternative two is to replace all rotors at Plant No. 2. This option has a \$844,000.00 deficit. District Water Engineer Gregory Harris discussed the pros and cons of each alternative.

Director Robert Leete asked if oxygenation levels are better now.

District Water Engineer Gregory Harris states the oxygenation levels have not improved; we would need to resolve the issues discussed in this report to see any improvements.

Vice President Bryon Gutow requested clarification regarding how each alternative would impact noise levels for nearby residents.

District Water Engineer Gregory Harris stated Alternative one would carry the most sound increase.

Vice President Bryon Gutow asked if there is an issue regarding dust?

District Water Engineer Gregory Harris indicated that in Alternative one, Wastewater Plant No. 1 would need to be maintained constantly in order to keep the filters really clean.

Public Comment Regarding:

- Request for clarification regarding Business and Action Item G-2.
President Pease stated we will discuss this item next.

President Pease said this item has been discussed a few times with the Water and Wastewater Committee and it is the Committee's recommendation to proceed with Alternative 2.

Director Robert Leete also mentioned the discussion of this item with the Finance Committee and the funding for the project was also considered.

Director Bill Mayer states as chair for both the Water and Wastewater Committee and the Finance Committee he agrees that Alternative 2 is the best possible option.

Director Kevin Graves advised that he has done his own research and believes it is a small price to pay for a long-term, beneficial solution.

Motion made by Director Bill Mayer to follow staff's recommendation on approving this item with Alternative 2. Second by Director Robert Leete.

Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

2. Discuss Option to Redirect Budgeted Funds Planned for Wastewater Treatment Plant No. 1 Core Process Improvements to a New Oxidation Ditch at Wastewater Treatment Plant No. 2 as Part of the Denitrification Project.

District Water Engineer Gregory Harris presented the Board with information regarding the possibility of transferring funds from Core Improvement Project at Wastewater Treatment Plant No. 1 to install all new rotors for Wastewater Plant No. 2. Agenda Item G-1 today discussed deficits in two alternatives presented to repair the oxygenation levels. This transfer of finances will assist in closing some of the deficit for both options. District Water Engineer Gregory Harris asked the Board to increase the budget currently available to the Denitrification Project. In transferring the funds, this will halt any work on Plant No. 1 and allow for the funds to be moved to Plant No. 2 for the Denitrification Project.

Director Kevin Graves asked clarification regarding the fourth clarifier at Plant No. 2 and the million gallons per day (MGD).

Vice President Bryon Gutow asked if it would have been beneficial to have continued to run Plant No. 1 instead of simply maintaining it.

District Water Engineer Gregory Harris stated it would have been best had it been run.

Project Manager Gerry Lemus stated that it is detrimental to the biological process of going back and forth between the plants. There is not enough flow to sustain either plant on its own. This would have caused issues with compliance.

Director Kevin Graves asked if a third oxidation ditch is added to Plant No. 2, would it be in production.

Project Manager Gerry Lemus states it will be alternated and in the rotation.

Director Bill Mayer reminded the Board that Plant No. 1 might have costly issues we are not aware of if it is determined that Plant No. 1 will not be retired.

Public Comment Regarding:

- Clarification regarding funding for the Denitrification Project and how eliminating projects at Plant No.1 will assist funding at Plant No. 2.

Motion made by Director Bill Mayer to accept staff's recommendation to redirect budgeted funds planned for Wastewater Treatment Plant No. 1 Core Process Improvements to a new oxidation ditch at Wastewater Treatment Plant No. 2 as part of the Denitrification Project.

Second by Director Kevin Graves.

Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

3. Discussion and Possible Action to Award Contract to DRYCO Construction, Inc., In the Amount of \$104,642.00 for the Conversion of Two Tennis Courts to Six Pickleball Courts.

Recreation Program Supervisor Monica Gallo requested authorization for contract with DRYCO Construction, Inc. Contract is a result of bid requests for conversion of the tennis courts at the Community Center into pickleball courts as well as completing fencing with topper for inner fencing. Stated there are carryover funds from Fiscal Year 2019-20 available to assist with this conversion. Director Robert Leete provided recognition to the local pickleball community for providing a third of the funding for this project.

Motion by Director Robert Leete to proceed with contract with DRYCO Construction, Inc. for conversion to the pickleball courts.

Second by Vice President Bryon Gutow.

Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

Comment by President Pease asked if there was any word of contributions for Option C, cabanas on the pickleball courts.

Recreation Program Supervisor Monica Gallo stated there has not been any discussion from the public regarding Option C.

H. MANAGER'S REPORT

I. GENERAL MANAGER'S REPORT

J. DIRECTORS' REPORTS

1. Standing Committee Reports.

- a. Internal Operations Meeting (Committee Members Kevin Graves and Robert Leete) August 5, 2020.

Director Robert Leete states the Internal Operations Committee discussed the Interim Draft Financial Report, the Emergency Operations Plan, and transferring Town funds to the Town from the county.

- b. Finance Committee Meeting (Committee Members Robert Leete and Bill Mayer) August 5, 2020.

Director Leete reported that in today's Finance Committee Meeting, discussion of the Interim Draft Financial Report to prepare the Town to move Town funds from the County to Town management. Discussion was had regarding the Water and Wastewater items on the Business and Action Items in tonight's Board Meeting. Conversations were also had regarding zone analysis.

- c. Water and Wastewater Committee Meeting (Committee Members Bill Pease and Bill Mayer) August 5, 2020.

Director Mayer reported that in today's Finance Committee Meeting the Committee discussed Water and Wastewater items on tonight's Business and Action Items. Also discussed was the progress made in the Marina Underwater Pipeline Project.

2. Other Reportable Items.

Director Bill Mayer expressed concerns about speeding traffic on Highway 4. He requested the Town look into the possibility of getting a sign posted to help reduce speed or slow traffic down to 35 mph.

General Manager Mike Davies stated he will write an email to Assemblyman Fraser expressing that concern.

K. CORRESPONDENCE RECEIVED (Information Only)

L. FUTURE AGENDA ITEMS

M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7) Board entered Closed Session at 8:08 p.m.

N. CLOSED SESSION:

1. Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8
Property: 1535 Discovery Bay Boulevard, Discovery Bay, CA 94505 (APN 008-200-010) Agency
Negotiator: Bill Pease/Mike Davies/Rod Attebery Negotiating Parties: East Contra Costa Fire
Protection District Under Negotiation: Price and Terms.
2. Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8
Property: APN 008-540-028 Agency Negotiator: Bill Pease/Mike Davies/Rod Attebery Negotiating
Parties: Lodgepole Investments, LLC Under Negotiation: Price and Terms.

O. RETURN TO OPEN SESSION: REPORT ON CLOSED SESSION

(Government Code Section 54957.1) Board returned from Closed Session at 8:43 p.m. with no reportable action.

P. ADJOURNMENT

1. Adjourn at 8:43 p.m. to the next regular meeting of August 19, 2020 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."

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